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HARYANA GOVERNMENT

GENERAL ADMINISTRATION DEPARTMENT
(RESEARCH UNIT)

Notification

The 2nd December, 2025

No. 4/09/2025-RU.— The Governor of Haryana is pleased to notify the following "Good Governance Awards" Scheme to incentivise the employees who deliver and exhibit extraordinary and innovative work.

1.	**SHORT TITLE AND COMMENCEMENT:** **i.** This Scheme may be called the Haryana Good Governance Award Scheme 2025(*Haryana Sushaasan Puraskaar Yojana 2025*). **ii.** This Scheme shall come into force with effect from the date of notification in the official gazette.
2.	**EXTENT OF APPLICATION:** This Scheme shall be applicable to all employees of all Departments, Boards, Corporations, Statutory Authorities, Missions, Societies, Institutes, Universities, Public Sector Undertakings under the Government of Haryana which is owned and controlled by Government of Haryana, who have done extraordinary and innovative work in the specified fields**.**
3.	**DEFINITIONS:** In this Scheme, unless the context otherwise requires **—** **a.** **'Award'** means any award admissible under this Scheme; **b.** **'Employee'** means employee of any Service Group i.e., Group A, B, C & D (excluding Administrative Secretaries, Head of Departments and All India Service Officers) and contractual manpower engaged from Haryana Kaushal Rozgar Nigam Ltd., HARTRON, NIC, District IT Society or under the Outsourcing Policy. **c.** **'Empowered Committee'** means the committee constituted by Government to recommend candidates for the Good Governance Awards for this Scheme at State level; **d.** **'District Level Empowered Committee'** means a committee of the following for each district: i. Deputy Commissioner – Ex-officio Chairperson ii. Superintendent of Police (or, Deputy Commissioner of Police, Headquarters) iii. Additional Deputy Commissioner – Member-Secretary iv. Any other official(s) co-opted by the Chairperson **e.** **'Governance Day'** means the 25th December of every year on the birthday of former Prime Minister, Shri Atal Bihari Vajpayee;

f. **'Government'** means the General Administration Department of Haryana Government (in Research Unit);

g. **'Organisation'** means any Department, Board, Corporation, Statutory Authority, Mission, Society, Institute, University, Public Sector Undertaking under the Haryana Government which is owned and controlled by Government of Haryana;

h. **'Scheme' or 'Yojana'** means the Haryana Good Governance Award Scheme (*Haryana Sushaasan Puraskaar Yojna*);

4. **OBJECTIVE OF THE SCHEME:**

The objective of the Scheme is to promote **Good Governance** and awarding employees who, through their innovations and special efforts, promote Good Governance in the state.

5. **GOOD GOVERNANCE AWARDS:**

The awards will be given at two levels of administrative units, i.e.,State Level Awards (Flagship Awards and State Awards) and District level Awards:

1. **State Level Awards** shall consist of the following:

I. **State Flagship Awards:**

a. A Trophy;

b. Appreciation Certificate signed by the Chief Secretary, Government of Haryana. (A copy could be placed in Service Book of employee, through the Administrative Secretary, concerned);

c. Cash Reward for State Flagship Award (for the entire team, irrespective of number of employees):

Cash prize of Rs. 51000/- per Flagship Award for each member

d. If an awardee is a group of person, then each member of the team should get same amount of prize money irrespective of rank or status. The awardee is a group of person shall be considered up to 4 members.

II. **State Awards:**

a. A Trophy;

b. Appreciation Certificate signed by the Chief Secretary, Government of Haryana. (A copy could be placed in Service Book of employee, through the Administrative Secretary, concerned);

c. Cash Reward for State-level award (for the entire team, irrespective of number of employees):

Cash prize of Rs. 51000/- per State Award for each member

d. If an awardee is a group of person, then each member of the team should get same amount of prize money irrespective of rank or status.The awardee is a group of person shall be considered up to 4 members.

2. **District Level Awards** shall consist of the following which shall be granted at each District Headquarter by the Deputy Commissioner of the district.

a. A Trophy;

b. Appreciation Certificate signed by the Divisional Commissioner of the division under which the district falls, on the recommendation of the Deputy Commissioner of the district. (A copy could be placed in Service Book of employee, through the Deputy Commissioner of the district);

c. Cash Reward for District-level award (for the entire team, irrespective of number of employees):

Cash prize of Rs. 31000 /- per District LevelAward for each member.

d. If an awardee is a group of person, then each member of the team should get same amount of prize money irrespective of rank or status.The awardee is a group of person shall be considered up to 4 members.

e. The trophy, appreciation certification will be provided by the Deputy Commissioner of the district, using own budget available. The budget for cash award will be reimbursed by General Administration Department to each Deputy Commissioner.

	3. Maximum Number of Awards: **I. State Level Awards:** a. State Flagship Awards - up-to a maximum of 5 Awards b. State Awards:up-to a maximum of 5 Awards **II. District Level Awards:** up-to a maximum of 5 Awards in each district
6.	**APPLICATION FOR AWARDS AND EVALUATION:** 1. The 'Empowered Committee'*for State Level Awards (Flagship Awards and State Awards)*shall be empowered to receive applications/ nominations through the Administrative Secretary concerned in the General Administration Department (in Research Unit). The Empowered Committee may also suo-moto identify any scheme which in their opinion is eligible for consideration. **Note:-***The Administrative Secretary in due consultation with their head of the departments shall be competent to recommend the names of employee(s) (maximum up-to 4) under the category State Level Awards – State Flagship Awards. The scheme once awarded shall not be eligible for consideration in the subsequent years. Department may recommend name of employee(s) for more than one scheme in their respective departments.* 2. The 'District Level Empowered Committee' *for District Level Awards* shall be empowered to receive applications/ nominations through District level Head of Officesin the concerned District. **Note:-** A scheme once awarded should not be eligible for consideration again in the subsequent years.
7.	**PROCEDURE FOR APPLICATION** i. The applications/nominations should necessarily be routed through the HoDs and the Administrative Secretaries concerned. (a) The individual/group of individuals (maximum up-to 4) shall submit their application for 'the State Level Award – State Award' through online portal before their HoDs. The HoD concerned shall mandatorily offer his detailed remarks and send the same to the Administrative Secretary concerned. The Administrative Secretary in turn shall offer his remarks and send his recommendations mandatorily to the General Administration Department (in Research Unit). (b) The Administrative Secretary in consultation with HoD may suo-moto nominate any official/ group of officials (maximum up-to 4) for the State Award. Their recommendations however should be accompanied by a detailed note of justification. (c) All the Administrative Secretaries in due consultation with their heads of departments shall be competent to recommend Flagship Schemes, if any, pertaining to their respective department, which they consider deserve recognition at the State Level under 'State Level Awards – State Flagship Awards'. Alongwith the nomination of the scheme, names of those individuals (maximum up-to 4), who had framed and/or implemented the scheme, shall also be given. (d) Applications should not be filed before the Empowered Committee directly. ii. The District Level Committee for identifying outstanding individuals at the district level should also follow similar time lines. iii. The relevant period for consideration of performance to the awards from 1st January, 2024 to 30th October, 2025. iv. Submission of application through the URL Portal *haryanagoodgovernanceawards.haryana.gov.in* is mandatory for consideration of the same by the "Empowered Committee" or the "District–Level Empowered Committee". v. The last date for submission of Applications to the 'Empowered Committee' and 'District Level Empowered Committee' shall be 13th December, 2025**.** vi. The General Administration Department shall place all the nominations received from the Administrative Secretaries for State Level Awards before the Empowered Committee for making their recommendations. vii. The names of awardees for the State Level Awards (Flagship Awards and State Awards) from the recommendations of the Empowered Committee shall be finalized by the State Government preferably before 18th December, 2025. viii. The Finalization of the District Level Awards by the District Level Empowered Committee will be done preferably before18th December, 2025. **Note:-** The dates may be revised by the General Administration Department its own level with the approval of the Government.

8.	**FORMAT OF APPLICATIONS:** 1. The applicants can be individual employees and / or teams and / or officers or group of employees. 2. The applicant can submit their applications to "Head of Office" or "Head of Department" then they should offer his detailed remarks and send the same to the Administrative Secretary concerned, who will then submit the applications/ nominations on the portal along with their remarks. 3. There shall be no specific format for the application for the Award, however, theapplicantsshall submit the following Information along-with the Application: a. Project Statement of not more than 200 words, containing details of the Programme/ Initiative, Strategies Adopted in Implementation, Period of Implementation, Exceptional Achievements and Outcomes, Positive Impact, Scalability and Sustainability b. Presentation (in Power-point format of up-to 10 slides) c. Payee Code as per HRMS (allotted by NIC) d. Name e. Designation f. Place of Posting/Deployment.
9.	**SHORTLISTING FOR AWARD:** 1. The 'Empowered Committee' for State Level Awards (Flagship Awards and State Awards) and 'District Level Empowered Committee' for District Level Awards shall be competent to short-list candidates for up-to 5 number of awards to be given.
10.	**COMPETENT AUTHORITY FOR APPROVAL** The competent authority for the approval of awards shall be 1. Government of Haryana for the State Level Awards (Flagship Awards and State Awards). 2. Deputy Commissioner of the concerned District for District level awards.
11.	**INTERPRETATION, RELAXATION AND REMOVAL OF DOUBT:** For Interpretation or Removal of any doubt, the matter may be referred to the Government.

ANURAG RASTOGI,
Chief Secretary to Government Haryana,
General Administration Department.

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